



**Town of Arlington, Massachusetts**  
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## Minutes 2/23/2012

Capital Planning Committee  
Meeting Minutes  
February 23, 2012

In attendance were:

Steve Andrew\*  
Adam Chapdelaine  
Charles Foscett  
Paul Olsen  
Brian Rehrig  
Diane Johnson\*  
Ruth Lewis  
Anthony Lionetta  
Barbara Thornton

\* Denotes those not in attendance

- Meeting Opened: Charlie Foscett opened the meeting and Adam Chapdelaine, new Town Manager, provided CPC members with their packets of information. The primary purpose of this meeting was to prep for the presentation to FinCom on March 7. Other items on the agenda were modifications to the Capital Plan / Budget and the CPC's Facilities Management proposal.
- FinCom Presentation: Charlie Foscett reviewed a draft of the FinCom presentation with the CPC. Topics were discussed and assignments made to committee members to complete their respective subcommittee slides. Also, there was a discussion about what "Major Issues" the CPC sees on the horizon. Topics included the Cemetery, Directions in IT, Facility Security, and Building projects. The CPC has not received formal statements or justifications from the School Department on any desired future school building projects.
- Facility Maintenance Committee: Barbara Thornton will prepare presentation information on the CPC's proposal for a Facility Maintenance Committee / Budget. Key points to be made are intended Objectives & Goals, Size & Composition of the Committee, and Committee Operations.
- Capital Plan Adjustments: Adam Chapdelaine reviewed suggested request modifications to the draft Plan. Reference is made to written summary provided for details. Suggestions were accepted. Relative the Receivables Package Paul Olsen and Ruth Lewis will update the CPC on its need and cost (currently in the Plan at \$200k), as well as implications of this new package on other systems.
- Next Meeting: February 28, 2012.

Adjournment

